

**Minutes of the Criminal Justice Collaborating Council
Alcohol Treatment Court Subcommittee**

Wednesday, July 29, 2009

Chair Foster called the meeting to order at 12:25 p.m.

Present: Judge Kathy Foster (Chair), Mike DeMares, Ray Cunneen, Melissa Emberts, Sara Carpenter, Kathy Madden, Karl Held, Diane Kelsner, and Jean LaTour. **Absent:** Brad Schimel, Lee Dreyfus, Sam Benedict, Dan Fay, Eric Raskopf, and Meg Schnabl.

Also Present: Rebecca Luczaj, Jennifer Carriveau, Kristy Gusse, and Katy Adelmeyer. Recorded by Mary Pedersen, County Board Office.

Approval of Minutes from 4/8/09 & 5/20/09

MOTION: Held moved, second by Cunneen to approve the minutes of April 8. Motion carried unanimously.

MOTION: Carpenter moved, second by Madden to approve the minutes of May 20. Motion carried unanimously.

ATC Program Update

Gusse indicated there were 143 Alcohol Treatment Court Program participants by the end of June. The current caseload is 49. Two will likely graduate and two more will probably be discharged tomorrow. Two intakes are scheduled for next week. Gusse said they are trying to consistently admit two per week to get their numbers up. There have been 77 graduates since the program's inception and 11,036 jail days saved.

Update on ATC Fee Assessment & Collection

Carriveau said the fee assessment for new admissions started in June with two participants, both of whom were assessed the \$25 monthly fee, the lowest on the fee scale. So far this month there have been four admissions. One is at the \$100 fee and paperwork has yet to be submitted for the other three admissions. Participants are assessed the full \$200 fee until they comply with the proper paperwork. Carriveau said at the end of each month, WCS will give her a status report as to who is current and who is not for billing purposes. WCS will also send her updated participant lists and she will advise WCS of payments made each month. So far there are no collections issues or revenues since the first two bills just went out.

Review & Consider Modifications to Participant Handbook

The committee reviewed the handbook as outlined including Program Information, Introduction, ATC Team Members, etc. LaTour noted that she, Gusse, Adelmeyer, Carpenter, Eiring, and Luczaj worked on editing the handbook to reflect the implementation of client fees. Since that time, additional changes have been proposed with regards to court time, rescheduling procedures, financial obligations, ATC rules, etc. LaTour went on to highlight those changes as outlined in the handbook and asked for feedback/approval.

Because this is an official document, DeMares suggested that staff members' last names be added for formal/professional purposes on Page 3. Also on Page 3, Judge Kieffer will be listed as "Alcohol Treatment Court Judge James R. Kieffer." Foster suggested the word "mandates" be changed to "requires" in the last paragraph on Page 4. Carpenter advised of a minor change she

made to the first paragraph on page 5 and it was decided the word “each” would be changed to “that.” Phase IV on Page 7 was changed back to “60 Days” at LaTour’s request. Foster said this can always be changed in the future. Carpenter suggested they add the drug testing phone number on Page 3. Foster suggested the words “or dentist” be added after the word “physician” under item #7 on Page 13. At Madden’s request, item #9 on page 9 was also added to Page 13 as item #15. Adelmeyer asked that the verbiage from item #6 on Page 17 also be listed as item #5 on Page 16.

DeMares left the meeting at 1:15 p.m.

Held suggested and Foster agreed that verbiage should be changed for clarification purposes to item #1 on Page 17. The new verbiage is as follows: “You may attend more than one meeting each day, however, in order to fulfill your twice-weekly requirement you must attend one meeting on two separate days.” LaTour noted this can be tweaked later if necessary.

Carpenter left the meeting at 1:25 p.m.

Foster suggested language changes for simplification purposes to the fifth paragraph on Page 18. The new verbiage, after the word “considered”, will be as follows: “probable cause for a violation of absolute sobriety and the basis for imposing a sanction. A participant may request a hearing to present evidence to challenge the finding of noncompliance.”

A consensus of the committee approved the proposed changes as listed above and as outlined in the handbook.

Cunneen left the meeting at 1:30 p.m.

Update on NADCP Drug Court Conference

LaTour felt the conference was great for continuing education with great presenters and programs, cutting-edge research, etc.

ATC Subcommittee Membership Recommendation

Held said he researched if having a drug court graduate on the advisory board would be beneficial. He has not been successful with finding any documentation addressing this subject but will continue his search. He did, however, receive an email from West Huddleston, CEO of the National Association of Drug Court Professionals, who agrees that having a graduate on a drug court advisory board is key and who believes their “consumer” perspective is very important.

Discuss Drug Court Medallions Reward

Luczaj passed around a catalog and a sample of a medallion she received in the mail and asked for feedback on the idea of using these as rewards. She noted they were reasonably priced and money is in the budget for incentives and rewards. Foster liked the idea as an additional incentive but felt it was important they don’t identify “drug court” and the like. Foster asked that this be revisited at the next meeting.

Set Next Meeting Date

September 23 at 12:15 p.m.

The meeting adjourned at 1:46 p.m.